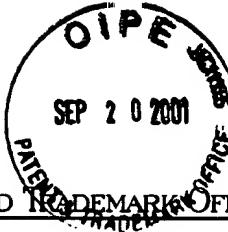


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UNITED STATES PATENT AND TRADEMARK OFFICE



COMMISSIONER FOR PATENTS  
UNITED STATES PATENT AND TRADEMARK OFFICE  
WASHINGTON, D.C. 20231  
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APPLICATION NUMBER	FILING/RECEIPT DATE	FIRST NAMED APPLICANT	ATTORNEY DOCKET NUMBER
09/892,468	06/28/2001	Charles H. Vance	BS01-085

**CONFIRMATION NO. 3320**

**FORMALITIES LETTER**



\*OC000000006448635\*

David C. Isaacson  
SHAW PITTMAN  
1650 Tysons Boulevard  
McLean, VA 22102-4859

Date Mailed: 08/20/2001

**NOTICE TO FILE MISSING PARTS OF NONPROVISIONAL APPLICATION**

**FILED UNDER 37 CFR 1.53(b)**

***Filing Date Granted***

An application number and filing date have been accorded to this application. The item(s) indicated below, however, are missing. Applicant is given **TWO MONTHS** from the date of this Notice within which to file all required items and pay any fees required below to avoid abandonment. Extensions of time may be obtained by filing a petition accompanied by the extension fee under the provisions of 37 CFR 1.136(a).

- The oath or declaration is unsigned.
- To avoid abandonment, a late filing fee or oath or declaration surcharge as set forth in 37 CFR 1.16(e) of \$130 for a non-small entity, must be submitted with the missing items identified in this letter.
- The balance due by applicant is \$ 130.

*A copy of this notice **MUST** be returned with the reply.*

*[Signature]*  
Customer Service Center

Initial Patent Examination Division (703) 308-1202

PART 2 - COPY TO BE RETURNED WITH RESPONSE

09/25/2001 SMINASS1 00000002 501390 09892468

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## IN THE UNITED STATES PATENT AND TRADEMARK OFFICE

In re the Application of:

VANCE ET AL.

Serial No.: 09/892,468

Filed: June 28, 2001

For: SYSTEM AND METHOD FOR  
MANAGING INITIATIVE DELIVERY  
PROCESS

Art Unit: 2151

Examiner: Not Yet Assigned

**RESPONSE TO NOTICE TO FILE MISSING PARTS OF NON PROVISIONAL  
APPLICATION FILED UNDER 37 CFR 1.53(b) - FILING DATE GRANTED**

Box: Missing Parts  
Commissioner for Patents  
Washington, D.C. 20231

Sir:

In response to the Notice to File Missing Parts of Non Provisional Application Filed Under 37 C.F.R. 1.53(b) mailed August 20, 2001, copy attached, applicants are submitting herewith:

Declaration and Power of Attorney for Patent Application signed by Applicant;

\_\_\_\_\_ sheets of drawings in compliance with applicable regulations;

Other: \_\_\_\_\_;

Check in the amount of \_\_\_\_\_ to cover the required fees for submission of these documents.

The Commissioner is hereby authorized to charge payment of \$130.00 and any additional fees associated with this communication or credit any overpayment to Deposit Account 50-1390.

It is respectfully submitted that the application is now complete and it is respectfully requested that the subject application be placed upon the files for examination.

Serial No.: 09/892,468  
Art Unit: 2151  
Attorney's Docket No.: BS01-085

Respectfully submitted,

VANCE ET AL.

By:

*Lawrence D. Isaacson (41,009)*  
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Date: September 20, 2001